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LAFAYETTE PARISH CLERK OF COURT

Financial Report

Year Ended June 30, 2003

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the State House office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 10-29-03

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INDEPENDENT AUDITORS' REPORT

The Honorable Louis J. Perrot
Lafayette Parish Clerk of Court
Lafayette, Louisiana

We have audited the accompanying financial statements of the governmental activities, major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court (Clerk of Court), a component unit of the Lafayette Parish Government, as of and for the year ended June 30, 2003, which collectively comprise the Clerk of Court's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Clerk of Court. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, major fund, and the aggregate remaining fund information of the Lafayette Parish Clerk of Court, as of June 30, 2003, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

For the year ended June 30, 2003, the Clerk of Court has implemented GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. GASB Statement No. 34 creates new basic financial statements for reporting on the Clerk of Court's financial activities. The financial statements now include government-wide financial statements prepared on the accrual basis of accounting, and fund financial statements which present information for individual major funds rather than by fund type which has been the mode of presentation in previously issued financial statements. The Clerk of Court also implemented GASB Statement No. 33, *Basic Financial Statements – And Management's Discussion and Analysis – For State and Local Governments*; GASB Statement No. 38, *Certain Financial Statement Note Disclosures*; and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*.

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In accordance with Governmental Auditing Standards, we have also issued a report dated September 12, 2003 on our consideration of the Clerk of Court's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Governmental Auditing Standards, and should be read in conjunction with this report in considering the results of our audit.

The required supplementary information on page 16 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

The Lafayette Parish Clerk of Court has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Clerk of Court's basic financial statements. The accompanying financial information listed as "Other Supplementary Information" in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The financial information for the preceding year, which is included for comparative purposes, was taken from the financial report for that year in which we expressed an unqualified opinion on the financial statements of the Lafayette Parish Clerk of Court.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
September 12, 2003

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWS)**

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Net Assets
June 30, 2003

	<u>Governmental Activities</u>
ASSETS	
Current assets:	
Cash and interest-bearing deposits	\$ 4,614,761
Receivables, net	438,301
Due from other governmental units	21,542
Accounts interest	14,211
Prepaid expenditures	4,275
Inventory	8,617
Total current assets	<u>5,108,707</u>
Noncurrent assets:	
Capital assets, net	<u>473,270</u>
Total assets	<u>5,618,977</u>
LIABILITIES	
Current liabilities:	
Accounts and other payables	445,168
Due to other governmental units	4,124
Total current liabilities	<u>449,292</u>
Noncurrent liabilities:	
Compensated absences payable	<u>409,793</u>
Total liabilities	<u>859,085</u>
NET ASSETS	
Invested in capital assets	431,278
Unrestricted	4,176,712
Total net assets	<u>\$ 4,148,992</u>

The accompanying notes are an integral part of the basic financial statements.

FUND FINANCIAL STATEMENTS (FVS)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Balance Sheet - Governmental Fund
June 30, 2003 and 2002

	General Fund	
	2003	2002
ASSETS		
Cash	\$ 1,850	\$ 1,850
Interest-bearing deposits	4,403,949	3,047,106
Receivables:		
Accounts receivable	317,586	155,708
Due from other governmental agencies	25,542	22,778
Accrued interest	34,211	36,818
Prepaid expenditures	4,275	30,457
Inventory	8,617	9,807
Total assets	<u>\$ 4,816,070</u>	<u>\$ 3,362,886</u>
LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 120,350	\$ 38,882
Payroll liabilities payable	34,642	22,218
Due to other governmental agencies	4,224	3,217
Compensated absences	281,877	236,764
Total liabilities	<u>331,093</u>	<u>301,081</u>
Fund balance:		
Reserved for prepaid expenditures and inventory	12,892	39,464
Unreserved, undesignated	4,493,583	3,021,861
Total fund balance	<u>4,506,475</u>	<u>3,061,325</u>
Total liabilities and fund balance	<u>\$ 4,816,070</u>	<u>\$ 3,362,886</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Assets
June 30, 2003

Total fund balance for the governmental fund at June 30, 2003		\$4,462,817
Cost of capital assets at June 30, 2003	\$ 1,632,127	
Less: Accumulated depreciation	<u>(1,358,957)</u>	473,270
Long-term liabilities at June 30, 2003:		
Compensated absences payable		(418,781)
Assets & liabilities of Self Insurance Internal Service Fund		<u>212,608</u>
Total net assets of governmental activities at June 30, 2003		<u>\$4,248,104</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Revenues, Expenditures, and Changes in Fund Balance -
Governmental Fund
For the Years Ended June 30, 2003 and 2002

	<u>General Fund</u>	
	<u>2003</u>	<u>2002</u>
Revenues:		
Licenses and permits	\$ 15,109	\$ 48,585
Fees, charges and commissions -		
Court costs, fees and charges	167,097	162,239
Fees for recording legal documents	3,694,014	4,234,505
Fees for certified copies	837,087	491,087
Intergovernmental	348,793	318,939
Miscellaneous	216,522	288,745
Total revenues	<u>5,088,742</u>	<u>5,518,181</u>
Expenditures:		
Current -		
General government:		
Personnel services and related benefits	4,218,900	3,798,418
Operating services	596,046	605,527
Material and supplies	369,413	338,583
Appropriations to Lafayette Parish		
Government	237,257	233,111
Capital outlay	279,182	48,656
Total expenditures	<u>5,683,778</u>	<u>4,997,275</u>
Excess of revenues over expenditures	1,402,972	630,826
Fund balance, beginning of year	<u>3,080,303</u>	<u>2,409,679</u>
Fund balance, end of year	<u>\$4,483,477</u>	<u>\$3,060,505</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the Year Ended June 30, 2003

Total net change in fund balances for the year ended June 30, 2003 per Statement of Revenues, Expenditures and Changes in Fund Balances		\$1,483,873
Add: Capital outlay costs which are considered as expenditures on Statement	\$179,000	
Less: Depreciation expense for year ended June 30, 2003	<u>(116,348)</u>	62,656
Less: Receipts of compensated absences earned over compensated absences used		(57,811)
Add: Income from the Self Insurance Internal Service Fund		<u>38,513</u>
Total change in net assets for the year ended June 30, 2003 per Statement of Activities		<u>\$1,493,830</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Net Assets
Proprietary Fund - Group Self-Insurance Internal Service Fund
June 30, 2003 and 2002

	<u>Governmental Activities</u>	
	<u>2003</u>	<u>2002</u>
ASSETS		
Current assets:		
Interest-bearing deposits	\$188,832	\$131,696
Aggregate and stop-loss insurance policy receivable	140,713	139,058
Total assets	<u>\$349,545</u>	<u>\$270,754</u>
LIABILITIES		
Current liabilities:		
Claims payable	\$ 96,909	\$ 76,989
NET ASSETS		
Unrestricted	<u>252,636</u>	<u>193,765</u>
Total liabilities and net assets	<u>\$349,545</u>	<u>\$270,754</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Revenues, Expenses and Changes in Fund Net Assets
Proprietary Fund - Group Self-Insurance Internal Service Fund
Years Ended June 30, 2003 and 2002

	<u>Governmental Activities</u>	
	<u>2003</u>	<u>2002</u>
Operating revenue:		
Employee contributions	\$ 464,311	\$ 462,891
Employee contributions- additional	380,000	-
Employee contributions	<u>94,467</u>	<u>95,242</u>
Total operating revenue	<u>\$ 838,778</u>	<u>\$ 558,133</u>
Operating expenses:		
Administrative fees	34,956	28,767
Insurance premiums	236,344	182,793
Medical claims	<u>345,607</u>	<u>448,770</u>
Total operating expenses	<u>\$ 616,907</u>	<u>\$ 660,330</u>
Operating profit (loss)	\$ 218,871	(\$ 102,197)
Nonoperating revenue:		
Interest income	<u>4,864</u>	<u>7,343</u>
Change in net assets	\$ 223,735	(\$ 114,854)
Net assets, beginning	<u>197,725</u>	<u>312,719</u>
Net assets, ending	<u>\$ 421,460</u>	<u>\$ 197,865</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Comparative Statement of Cash Flows
Proprietary Fund - Group Self-Insurance Internal Service Fund
Years Ended June 30, 2003 and 2002

	Governmental Activities	
	2003	2002
Cash flows from operating activities:		
Receipts from general fund and employees	\$ 380,872	\$ 318,093
Payments to service providers	(283,177)	(211,580)
Medical claims payments to employees and others	(128,293)	(376,868)
Other receipts from general fund	<u>389,698</u>	<u>-</u>
Net cash provided (used) by operating activities	69,202	(218,125)
Cash flows from investing activities:		
Interest on interest-bearing deposits	<u>4,864</u>	<u>7,143</u>
Net increase (decrease) in cash and cash equivalents	73,266	(210,992)
Cash and cash equivalents, beginning of period	<u>125,656</u>	<u>338,748</u>
Cash and cash equivalents, end of period	<u>\$ 288,922</u>	<u>\$ 127,656</u>
Reconciliation of operating loss to net cash used by operating activities:		
Operating profit (loss)	\$ 90,848	\$ (122,137)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		
(Increase) decrease in aggregate and stop-loss receivable	(1,657)	(58,048)
Increase (decrease) in claims payable	<u>30,818</u>	<u>(12,048)</u>
Net cash provided (used) by operating activities	<u>\$ 69,202</u>	<u>\$ (210,133)</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Statement of Fiduciary Assets and Liabilities
June 30, 2001 and 2002

	Agency Funds	
	2001	2002
ASSETS		
Cash	\$ 3,083	\$ 9,143
Interest-bearing deposits	<u>8,178,261</u>	<u>8,312,577</u>
Total assets	<u>\$ 8,181,344</u>	<u>\$ 8,348,483</u>
LIABILITIES		
Due to litigants and others	<u>\$ 8,181,344</u>	<u>\$ 8,348,483</u>

The accompanying notes are an integral part of the basic financial statements.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements

(C) Summary of Significant Accounting Policies

The accompanying financial statements of the Lafayette Parish Clerk of Court (Clerk of Court) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements, in the government-wide financial statements and the fund financial statements of the proprietary fund, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions as or before November 30, 1989 have been applied unless these pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsection of this note. For the fiscal year ended June 30, 1993, the Clerk of Court implemented the new financial reporting requirements of GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments. As a result, an entirely new financial presentation format has been implemented.

Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:513 and to the industry audit guide, Audit of State and Local Governments.

The following is a summary of certain significant accounting policies:

A. Financial Reporting Entity

As provided by Article V, Section 28 of the Louisiana Constitution of 1874, a Clerk of Court serves as the ex-officio notary public, the recorder of conveyances, mortgages and other acts, and shall have other duties and powers provided by law. A Clerk of Court is elected for a term of four years.

These financial statements only include funds and activities that are controlled by the Clerk of Court as an independently elected parish official. The Clerk of Court is a component unit of the Lafayette Parish Government. The Clerk of Court is fiscally dependent on the Lafayette Parish Government since the Clerk of Court's offices are located in the Parish Court House, the upkeep and maintenance of the courthouse is paid by the Parish Government and certain operating expenditures of the Clerk of Court's office are paid by the Parish Government.

As an independently elected official, the Clerk of Court is solely responsible for the operations of his office, which includes the hiring or retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Certain units of local government over which the Clerk of Court exercises no oversight responsibility, such as the parish school board, other independently elected officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from that of the Clerk of Court.

LAPATETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to Financial Statements (Continued)

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net assets and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity, which are considered to be governmental activities. The Clerk of Court's internal service fund is a governmental activity. Internal service fund activity is eliminated to avoid "doubling up" revenues and expenses. Fiduciary funds are not included in the GWFS. Fiduciary funds are reported only in the Statement of Fiduciary Net Assets at the fund financial statement level.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Clerk of Court's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The accounts of the Clerk of Court are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The various funds of the Clerk of Court are classified into three categories: governmental, proprietary, and fiduciary. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. A fund is considered major if it is the primary spending fund of the entity or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 1% percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

The major fund of the Clerk of Court is described below:

Governmental Fund -

General Fund

The General Fund, as provided by Louisiana Revised Statute 15:781, is the principal fund of the Clerk of Court and is used to account for the operations of the Clerk of Court's office. The various fees and charges due to the Clerk of Court's office are accounted for in this fund. General operating expenditures are paid from this fund.

Additionally, the Clerk of Court reports the following fund type:

Proprietary Funds -

Proprietary funds are used to account for ongoing organizations and activities that are similar to those often found in the private sector. The measurement focus is based upon determination of net income, financial position, and cash flows. The following is the Clerk of Court's proprietary fund type:

Internal Service Fund

The Internal Service Fund is used to account for monies accumulated to provide group health coverage for employees of the Clerk of Court.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues are derived from contributions made from the employee and employer. These revenues are planned to match: (1) expenses of insurance premiums in excess of self-insurance amounts, (2) actual claims and estimated liabilities for claims incurred but not yet reported at year-end, and (3) operating expenses. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fiduciary Funds -

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of other funds within the Clerk of Court. The funds accounted for in this category by the Clerk of Court are the agency funds. The agency funds are as follows:

Advance Deposit Fund - accounts for advance deposits on suits filed by litigants.

Registry of the Court Fund - accounts for funds which have been ordered by the court to be held until judgment has been rendered in court litigation.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Election Qualifying Fund – accounts for funds collected from individuals qualifying to run for political office and remitted to the appropriate governmental bodies or political committees.

C. **Measurement Focus/Basis of Accounting**

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net assets and the statement of activities, governmental activities are presented using the **economic resources measurement focus** as defined in item b. below. In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate:

- a. The governmental fund utilizes a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statement utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with its activities are reported. Government-wide fund equity is classified as net assets.

Basis of Accounting

In the government-wide statement of net assets and statement of activities, the governmental activities are presented using the **accrual basis of accounting**. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

D. Assets, Liabilities and Equity

Cash and interest-bearing deposits

For purposes of the statement of net assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposits of the Clerk of Court.

For the purpose of the proprietary fund statement of cash flows, "cash and cash equivalents" include all demand and savings accounts, and certificates of deposit with an original maturity of three months or less.

Inventory

Inventory in the Clerk of Court's General Fund consists of copies of historical books produced and published by the Clerk of Court for sale to the general public. The books are recorded at cost, which is lower than market at June 30, 2003.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Clerk of Court maintains a threshold level of \$1,500 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Furniture, fixtures and equipment

5-10 years

LAPATETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Compensated Absences

Employees of the Clerk of Court's office earn 16 to 20 days of vacation leave each year depending on length of service. In addition, employees earn 12 days of personal leave each year. Vacation leave must be used in the year earned. Upon resignation or retirement, employees may, at the discretion of the Clerk of Court, be paid for unused vacation leave at the employee's current rate of pay. Personal leave may be accumulated to a maximum of 90 days and carried over to succeeding years. Employees are paid for unused personal leave upon termination or retirement.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. **Invested in capital assets, net of related debt** – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. **Restricted net assets** – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. **Unrestricted net assets** – All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

I. Revenues, Expenditures, and Expenses

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expense not related to capital and related financing, noncapital financing, or investing activities.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

Expenditures/Expenses:

In the government-wide financial statements, expenses are classified by function. In the fund financial statements, expenditures are classified as follows:

Governmental Funds – By Character and Function
Proprietary Fund – By Operating and Nonoperating

F. Budgetary and Budgetary Accounting

The Clerk of Court follows these procedures in establishing the budgetary data reflected in the financial statements:

1. A proposed budget is prepared and submitted to the Clerk of Court for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
2. A summary of the proposed budget is published and the public is notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for a hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts included in the accompanying financial statements are as originally adopted or as finally amended by the Clerk of Court. Such amendments were not material in relation to the original appropriations.

G. Bad Debt

Uncollectible amounts due for receivables are recognized as bad debts by direct write-off at the time information becomes available which would indicate the uncollectibility of the particular receivable. Although the specific charge-off method is not in conformity with generally accepted accounting principles (GAAP), no allowance for uncollectible accounts receivable was made due to immateriality at June 30, 2003.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(2) Changes in Accounting Principles

For the year ended June 30, 2003, the Clerk of Court has implemented GASB Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*. GASB Statement No. 34 creates new basic financial statements for reporting on the Clerk of Court’s financial activities. The financial statements now include government-wide financial statements prepared on the accrual basis of accounting, and fund financial statements which present information for individual major funds rather than by fund type which has been the mode of presentation in previously issued financial statements. The Clerk of Court also implemented GASB Statement No. 37, *Basic Financial Statements – and Management’s Discussion and Analysis – For State and Local Governments: Omnibus*, No. 38, *Certain Financial Statement Note Disclosures*, and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*.

The implementation of GASB Statement No. 34 caused the opening fund balance at June 30, 2002 to be restated in terms of “net assets” as follows:

Total fund balance - Governmental Fund - at June 30, 2002		\$3,060,925
Add: Cost of capital assets at June 30, 2002	\$1,533,123	
Less: Accumulated depreciation at June 30, 2002	<u>(1,242,611)</u>	300,514
Less: Compensated absences payable at June 30, 2002		<u>(181,682)</u>
Add: Assets & Liabilities of Self Insurance Internal Service Fund		197,725
Net assets at June 30, 2002		<u>\$3,186,765</u>

(3) Cash and Interest-Bearing Deposits

Under state law, the Clerk of Court may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Clerk of Court may invest in United States bonds, treasury notes, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2003, the Clerk of Court has cash and cash equivalents (book balances) totaling \$12,898,119 as follows:

	Governmental Activities	Fiduciary Funds	Total
Cash	\$ 1,839	\$ 5,088	\$ 6,928
Time and money market deposits	<u>4,612,611</u>	<u>8,278,281</u>	<u>12,891,172</u>
Total	<u>\$ 4,614,761</u>	<u>\$ 8,283,349</u>	<u>\$12,898,118</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

These deposits are stated at cost, which approximates fair value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The fair value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. The following is a summary of deposit balances (bank balances) at June 30, 2003, and the related federal insurance and pledged securities:

Bank balances	<u>\$13,531,318</u>
Federal insurance	<u>\$ 3,036,230</u>
Pledged securities (Category 3)	<u>18,115,049</u>
Total federal insurance and pledged securities	<u>\$13,531,318</u>

Pledged securities in Category 3 include unsecured or unguaranteed investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Clerk of Court's name. Even though the pledged securities are considered uncollateralized (Category 3) Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Clerk of Court that the fiscal agent has failed to pay deposited funds upon demand.

(4) Due from Other Governmental Units

Amount due from other governmental units at June 30, 2003 consisted of the following:

General Fund:	
Amount due from the State of Louisiana-Non-Support program	<u>\$ 22,343</u>

(5) Capital Assets

Capital asset balances and activity for the year ended June 30, 2003 is as follows:

	Balance 8/19/1983	Additions	Deletions	Balance 6/30/2003
Furniture, fixtures and equipment	\$ 1,583,125	\$ 278,103	-	\$ 1,861,227
Less: Accumulated depreciation	<u>1,243,611</u>	<u>116,346</u>	<u>-</u>	<u>1,359,957</u>
Net capital assets	<u>\$ 339,514</u>	<u>\$ 161,756</u>	<u>\$ -</u>	<u>\$ 471,270</u>

Depreciation expense of \$156,346 was charged to the general government function.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(6) Accounts and Other Payables

The accounts and other payables consisted of the following at June 30, 2003:

	General Fund	Proprietary Fund	Total
Accounts	\$128,550	\$ -	\$128,550
Payroll liabilities	24,642	-	24,642
Compensated absences	263,077	-	263,077
Claims payable	-	96,989	96,989
Totals	<u>\$348,269</u>	<u>\$ 96,989</u>	<u>\$445,258</u>

(7) Pension Plan

Plan Description. - The Clerk of Court contributes to the Clerk of Court Retirement and Relief Fund (Retirement System), a cost-sharing, multiple employer defined benefit pension plan administered by the Clerk of Court Retirement and Relief Fund, a public corporation created in accordance with the provisions of Louisiana Revised Statute 11:1391 - 1140 to provide retirement, disability and survivor benefits to members throughout the State of Louisiana. The Clerk of Court Retirement and Relief Fund issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Clerk of Court Retirement and Relief Fund, 11745 Belknap Ave., Suite B-1, Baton Rouge, Louisiana 70816.

Funding Policy. - Plan members are required to contribute 2.25% of their annual covered salary and the Lafayette Parish Clerk of Court is required to contribute at an actuarially determined rate. The current rate is 18% of annual covered payroll. The contribution requirements of plan members and the Lafayette Parish Clerk of Court are established and may be amended by the Clerk of Court Retirement and Relief Fund. The Lafayette Parish Clerk of Court's contributions to the Retirement System for the years ended June 30, 2003, 2002, and 2001 were \$296,147, \$285,236, and \$271,845 respectively.

(8) Post-Retirement Health Care and Life Insurance Benefits

The Clerk of Court has an established policy regarding the payment of costs of providing continuing health care and life insurance benefits for its retired employees. The plan covers the employee's insurance premiums and fifty (50) percent of the spouse's premium if the employee was covered by insurance at the time of retirement. The cost of these premiums is recorded as an expenditure when paid by the Clerk of Court annually.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(9) Changes in Agency Fund Balances

A summary of changes in agency fund asset/deposits follows:

	Year Ended June 30, 2003			Unaudited Deposits at End of Year
	Unaudited Deposits at Beginning of Year	Additions	Reductions	
Agency funds:				
Advance Deposit	\$ 3,399,044	\$ 4,871,888	\$ 4,535,493	\$ 3,735,398
Registry of Court	3,147,368	1,086,383	2,185,838	4,047,913
Election Qualifying	311	23,813	23,888	364
Total	\$ 6,546,723	\$ 5,982,084	\$ 6,745,219	\$ 6,183,315

(10) Risk Management - Group Self-Insurance Hospitalization

On July 1, 1991, the Clerk of Court established a limited risk management program for group hospitalization insurance. The General Fund pays premiums into the Group Self-Insurance Fund and funds are available to pay claims, claim reserves and administrative costs of the program. The Clerk of Court has contracted Bessays, Inc. to act as the third party administrator for the program. An excess of coverage insurance policy covers individual claims in excess of \$50,000 per year and \$1,000,000 per lifetime. During the fiscal year ended June 30, 2003, the General Fund and employees of the Clerk of Court paid a total of \$668,973 in premiums. Interfund premiums are set to cover the maximum exposure to the program in a fiscal year and are reported as quasi-interfund in interfund transactions. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claims liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of payouts and other economic and social factors. The Clerk of Court currently does not discount its claims liabilities. Changes in the claims liability are as follows:

	Beginning of Fiscal Year Liability	Claims and Changes in Estimates	Benefits Payments and Claims	Balance at Fiscal Year End
1994-1999	\$ 70,961	\$ 156,808	\$ 361,343	\$ 66,426
1999-2000	65,036	455,839	456,392	64,473
2000-2001	64,673	727,348	683,179	128,842
2001-2002	128,038	436,747	488,796	76,989
2002-2003	76,989	588,613	548,660	66,942

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(11) Changes in Long-Term Debt

The following is a summary of long-term debt transactions of the Clerk of Court for the year ended June 30, 2003:

Compensated absences payable, June 30, 2002	\$ 381,982
Additions	57,811
Retirements	<u> </u>
Compensated absences payable, June 30, 2003	<u>\$ 439,793</u>

(12) Deferred Compensation Plan

The Clerk of Court offers to employees participation in the Louisiana Public Employees Deferred Compensation Plan adopted by the Louisiana Deferred Compensation Commission and established in accordance with Internal Revenue Code Section 457. The plan is reported as an agency fund in the State of Louisiana's financial statements. The plan, available to all Clerk of Court's employees, permits the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or proof of hardship.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the State of Louisiana (without being restricted to the provisions of benefits under the plan) subject only to the claims of the general creditors of the State of Louisiana. Participants' rights under the plan are equal to those of general creditors of the State of Louisiana in an amount equal to the fair market value of the deferred account for each participant.

It is the opinion of management, after consulting with legal counsel, that the Clerk of Court has no liability for losses under the plan.

(13) Risk Management

The Clerk of Court is exposed to risks of loss in the areas of auto liability, professional liability and workers' compensation. All of these risks are handled by purchasing commercial insurance coverages. There have been no significant reductions in the insurance coverages during the year.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Notes to the Basic Financial Statements (Continued)

(14) Expenditures of the Clerk of Court Paid by the Lafayette Parish Government:

The Clerk of Courts office is located in the Lafayette Parish Courthouse. The Lafayette Parish Government pays the upkeep and maintenance of the courthouse. These expenditures are not reflected in the accompanying financial statements.

Income relating to court reporting attendance, maintenance agreements and capital outlay required to be paid by the Lafayette Parish Government are reported as revenues. During the years ended June 30, 2003 and 2002, the required payments by the Lafayette Parish Government were not received by the Clerk of Court but are reflected as appropriation expenditures.

(15) Litigation

There is no litigation pending against the Clerk of Court at June 30, 2003.

**REVISED
SUPPLEMENTARY INFORMATION**

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Budgetary Comparison Schedule
General Fund

Year Ended June 30, 2001

With Comparative Actual Amounts for the Year Ended June 30, 2000

	2001			Variance with Final Budget	
	Budget		Actual	Positive (Negative)	2000 Actual
	Original	Final			
Revenues:					
Licenses and permits	\$ 51,380	\$ 54,708	\$ 55,349	\$ 649	\$ 49,585
Fees, charges and commissions -					
Court costs, fees and charges	151,180	167,118	167,697	(15)	162,138
Fees for recording legal documents	4,268,800	5,068,900	5,664,014	91,514	4,254,900
Fees for certified copies	558,080	617,800	617,697	20,887	481,697
Intergovernmental	343,080	389,800	348,793	58,783	319,839
Miscellaneous	281,960	264,148	216,122	12,374	280,749
Total revenues	<u>5,621,180</u>	<u>6,000,458</u>	<u>7,089,742</u>	<u>188,284</u>	<u>5,528,301</u>
Expenditures:					
Current -					
General government:					
Personnel services and related benefits	4,151,560	4,254,315	4,218,918	15,485	3,798,418
Operating services	345,850	619,395	564,664	29,329	593,527
Material and supplies	348,380	486,360	365,415	18,885	320,568
Appropriations to Lafayette Parish Government	111,080	211,360	227,257	(13,797)	203,311
Capital outlay	<u>1,058,080</u>	<u>277,360</u>	<u>279,100</u>	<u>(1,882)</u>	<u>46,658</u>
Total expenditures	<u>6,188,710</u>	<u>5,748,830</u>	<u>5,685,778</u>	<u>63,060</u>	<u>4,981,215</u>
Excess (deficiency)-of revenues over expenditures	(567,530)	1,151,628	1,403,972	232,344	658,836
Fund balance, beginning of year	<u>3,098,900</u>	<u>3,098,900</u>	<u>3,098,900</u>	<u>-</u>	<u>2,498,679</u>
Fund balance, end of year	<u>\$2,531,370</u>	<u>\$4,212,133</u>	<u>\$4,663,472</u>	<u>\$ 232,344</u>	<u>\$3,098,900</u>

OTHER SUPPLEMENTARY INFORMATION

OTHER FINANCIAL INFORMATION

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Revenues
Year Ended June 30, 2003

With Comparative Actual Amounts for the Year Ended June 30, 2002

	2003				
	Budget			Variances -	
	Original	Final	Actual	Positive (Negative)	2002 Actual
Licenses and permits:					
Marriage licenses	\$ 41,800	\$ 41,500	\$ 42,625	\$ 1,125	\$ 42,297
Passports	11,500	10,300	9,980	(240)	6,668
Birth/death certificates	800	3,800	3,734	(76)	628
Total licenses and permits	<u>53,100</u>	<u>55,600</u>	<u>56,339</u>	<u>809</u>	<u>49,593</u>
Fees, charges and commissions:					
Court costs, fees and charges -					
Criminal costs	83,800	83,800	85,413	1,612	85,452
Court attendance reporting	26,800	28,100	28,730	560	26,238
Other	74,100	83,810	82,965	(2,945)	82,338
Total court costs, fees and charges	<u>184,700</u>	<u>195,710</u>	<u>197,008</u>	<u>(1,112)</u>	<u>194,028</u>
Fees for recording legal documents:					
Recordings	1,408,000	1,603,000	1,603,458	79,458	1,544,861
Index search	3,800	8,500	8,108	(400)	1,610
Cancellations	80,000	234,500	348,643	6,147	76,808
Mortgage certificates	148,000	182,500	198,578	16,078	139,219
Suits and reconversions	2,108,000	2,580,000	2,498,171	(1,129)	2,146,827
UCC filing	43,000	78,000	77,828	(272)	44,160
Total fees for recording legal documents	<u>4,568,800</u>	<u>5,568,500</u>	<u>5,648,614</u>	<u>95,614</u>	<u>4,951,585</u>
Certified copies	358,000	617,000	577,602	29,602	490,087

(continued)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

(Budgetary Comparison Schedule - Revenues (Continued))

Year Ended June 30, 2003

With Comparative Actual Amounts for the Year Ended June 30, 2002

	2003			Variance - Positive (Negative)	2002 Actual
	Budget		Actual		
	Original	Final			
Intergovernmental:					
Charges reimbursable by parish government	280,800	170,000	196,193	26,193	189,800
Grant revenue	-	-	22,079	22,079	-
Federal grant - non-support	161,800	119,000	138,522	18,522	138,189
Total intergovernmental	<u>442,600</u>	<u>289,000</u>	<u>344,794</u>	<u>58,793</u>	<u>318,000</u>
Miscellaneous:					
Interest earned	148,800	117,800	110,127	18,127	102,151
Elections	50,000	35,000	54,321	(179)	25,427
Judicial commissions	1,600	1,800	799	(801)	4,686
Change of venue	10,000	4,775	4,173	-	-
Sales of books	300	275	284	9	273
Other	30,000	36,500	24,132	(2,168)	28,792
Total miscellaneous	<u>240,700</u>	<u>204,148</u>	<u>214,522</u>	<u>12,174</u>	<u>280,742</u>
Total revenues	<u>\$5,621,180</u>	<u>\$4,980,458</u>	<u>\$7,668,742</u>	<u>\$ 1,688,284</u>	<u>\$5,558,191</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Expenditures

Year Ended June 30, 2003

With Comparative Actual Amounts for the Year Ended June 30, 2002

	2003				
	Budget			Variance -	2002
	Original	Final	Actual	Positive (Negative)	Actual
Expenditures:					
Current -					
Personnel services and related benefits -					
Salaries:					
Clerk	\$ 85,000	\$ 92,000	\$ 92,000	\$ -	\$ 91,700
Deputy clerks	2,075,000	2,965,000	2,949,015	14,477	2,806,289
Clerk's expense allowance	8,000	8,000	8,000	-	8,000
Clerk's supplemental fund	30,000	29,875	30,000	(125)	28,500
Unemployment	-	7,000	6,430	500	-
Hospitalization insurance	100,000	765,000	765,000	(200)	460,467
Payroll taxes, retirement and compensated absences	480,000	170,000	369,217	770	462,462
Total personnel services and related benefits	4,153,500	4,234,315	4,218,930	15,405	3,768,418
Operating services -					
Insurance	50,000	44,000	41,620	380	21,406
Professional fees	50,000	50,000	32,699	17,301	34,534
UCC filing	50,000	50,000	35,875	1,125	43,876
Court index	40,000	42,000	42,139	(139)	37,680
Book costs	-	500	390	110	482
Adoptions	1,000	1,000	1,031	69	920
Telephones	40,000	40,500	40,187	313	41,638
Travel and recreation	8,200	8,200	8,794	(204)	1,888
Election expense allowance	8,000	11,500	11,467	33	1,997
Copier expense	50,000	45,000	41,081	1,989	46,021
Custody fees	2,500	280	184	36	1,719
Computer operations	100,000	234,000	231,184	886	176,148
Parking fees	24,500	24,500	24,590	10	24,103
Judges' supplemental fund	1,500	221	221	-	1,580
Lafayette volunteer lawyers	250	43	-	43	-
Training	30,000	12,500	12,245	255	11,200
Grant for family violence coordinator	20,000	24,000	21,521	1,479	21,178
Workday compensation	25,000	21,280	21,694	(104)	12,793
Other security	-	12,000	12,618	(618)	-
Miscellaneous	35,000	1,500	43	1,457	224
Total operating services	345,850	618,283	594,098	25,128	305,121

(continued)

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
General Fund

Budgetary Comparison Schedule - Expenditures (Continued)

Year Ended June 30, 2003

With Comparative Actual Amounts for the Year Ended June 30, 2002

	2003		Variance -	2002
	Budget		Positive	
	Original	Final	(Negative)	Actual
Materials and supplies -				
Office supplies and operations	101,500	161,500	59,950	282,814
Automobile and maintenance	2,800	2,750	(50)	1,814
Dues and subscription	3,800	3,800	0	3,270
Leases and rentals	-	21,000	21,000	11,894
Uniforms	9,800	18,200	11.9	74,187
Total materials and supplies	117,100	407,250	91,899	373,979
Appropriations to Lafayette Parish Government -				
Capital outlay	9,800	2,580	150	71,861
Operating revenues and expenditures unencumbered	182,800	209,000	(15,917)	709,000
Total appropriations to Lafayette Parish Government	192,600	211,580	(15,757)	781,111
Capital outlay -				
Office equipment	30,800	17,340	(277)	21,340
Computer equipment	680,000	268,000	(7,325)	24,308
Computer software	689,200	-	-	-
Total capital outlay	1,000,000	285,340	(1,800)	45,648
Total expenditures	\$1,197,100	\$1,744,050	\$ 63,646	\$4,607,279

FIDUCIARY FUNDS

Advance Deposit Fund -

The Advance Deposit Fund, as provided by Louisiana Revised Statute 13:342, is used to account for advance deposits on suits filed by litigants. The advances are refundable to the litigants after all costs have been paid.

Registry of Court Fund -

The Registry of Court Fund, as provided by Louisiana Revised Statute 13:413, is used to account for funds which have been ordered by the court to be held until judgment has been rendered in court litigation. Withdrawals of the funds can be made only upon

Election Qualifying Fund -

The Election Qualifying Fund is used to account for funds collected from individuals qualifying to run for political office and allotted to the appropriate governmental bodies or political committees.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
Agency Funds

Combining Statement of Fiduciary Assets and Liabilities
June 30, 2003
With Comparative Totals for June 30, 2002

	Advance Deposit	Registry of Court	Election Qualifying	Totals	
				2003	2002
ASSETS					
Cash	\$ -	\$ 4,723	\$ 368	\$ 5,098	\$ 8,148
Interest-bearing deposits	<u>3,735,109</u>	<u>4,542,682</u>	<u>-</u>	<u>8,277,791</u>	<u>8,577,337</u>
Total assets	<u>\$3,735,109</u>	<u>\$4,547,405</u>	<u>\$ 368</u>	<u>\$8,283,348</u>	<u>\$8,585,485</u>
LIABILITIES					
Due to: filigants and others	<u>\$3,735,109</u>	<u>\$4,547,405</u>	<u>\$ 368</u>	<u>\$8,283,348</u>	<u>\$8,585,485</u>

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana
Agency Funds

Reconciling Statement of Changes in Assets and Liabilities
Year Ended June 30, 2003
With Comparative Totals For the Year Ended June 30, 2002

	Advance Deposit	Registry of Court	Receives Qualifying	Totals	
				2003	2002
ASSETS					
Balance, beginning of year	\$ 3,599,801	\$3,147,160	\$ 311	\$ 6,746,482	\$ 5,285,410
Additions:					
Bills and receivables	4,877,729	-	-	4,877,729	4,368,156
Deposits per court order	-	3,304,381	-	3,304,381	4,185,614
Interest earned for General Fund	14,120	-	23	14,143	23,288
Qualifying fees	-	-	21,880	21,880	100
Total additions	<u>4,871,849</u>	<u>3,304,381</u>	<u>21,903</u>	<u>8,402,094</u>	<u>8,569,111</u>
Total	<u>8,270,650</u>	<u>6,451,541</u>	<u>24,214</u>	<u>14,746,414</u>	<u>13,854,521</u>
Reductions:					
Check's cash (transferred to General Fund)	2,511,944	-	-	2,511,944	2,180,508
Refunds to filigates	911,002	-	-	911,002	181,340
Other	506,700	-	11,440	518,140	491,471
Interest earned transferred to General Fund	14,120	-	-	14,121	23,220
Lafayette Parish Sheriff fees	376,709	-	-	376,709	181,187
Other Sheriff fees	179,870	-	-	179,871	166,606
Disbursements by court order	-	3,304,834	-	3,304,834	1,171,676
Total reductions	<u>4,595,495</u>	<u>3,304,834</u>	<u>11,440</u>	<u>8,401,729</u>	<u>5,104,540</u>
Balance, end of year	\$ 3,775,356	\$4,347,387	\$ 364	\$ 8,193,149	\$ 5,545,481
LIABILITIES					
Due to filigates and others, beginning of year	\$ 3,049,881	\$3,147,160	\$ 311	\$ 6,246,482	\$ 5,123,410
Additions	4,871,849	3,304,381	21,903	8,402,094	8,569,111
Reductions	<u>4,595,495</u>	<u>3,083,834</u>	<u>21,880</u>	<u>8,401,229</u>	<u>7,684,300</u>
Due to filigates and others, end of year	\$ 3,775,356	\$4,347,387	\$ 364	\$ 8,193,149	\$ 5,545,481

**COMPLIANCE
AND
INTERNAL CONTROL**

KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Louis J. Perret
Lafayette Parish Clerk of Court
Lafayette, Louisiana

We have audited the financial statements of the Lafayette Parish Clerk of Court, a component unit of the Lafayette Parish Government, as of and for the year ended June 30, 2003, and have issued our report thereon dated September 22, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Lafayette Parish Clerk of Court's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Lafayette Parish Clerk of Court's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

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This report is intended solely for the information and use of management of the Lafayette Parish Clerk of Court and is not intended to be and should not be used by anyone other than this specified party.

Keller, Champagne, Steven & Company, LLC
Certified Public Accountants

Lafayette, Louisiana
September 22, 2009

LAFAYETTE INSURANCE COMPANY OF KENTUCKY
Summary Schedule of Current and Prior Year Audit Findings
and Corrective Action Plan
Year Ended June 30, 2005

Ref. No.	Findings Incurred	Description of Finding	Corrective Action Taken	Corrective Action Planned	Date of Closed Finding	Completion Date

CURRENT YEAR (2005) -

There were no findings noted for fiscal year ended 2005.

PRIOR YEAR (2004) -

There were no findings noted for fiscal year end 2004.

LAFAYETTE PARISH CLERK OF COURT
Lafayette, Louisiana

Combined Schedule of Interest-Bearing Deposits - All Funds
June 30, 2003

	Financial Institution	Interest Rate	Term	Maturity Date	Amount
General Fund -					
Certificate of deposit	I	3.00%	1 year	10/04/03	\$ 100,000
Certificate of deposit	I	3.00%	1 year	10/02/03	100,000
Certificate of deposit	I	3.00%	1 year	11/06/03	100,000
Certificate of deposit	I	2.40%	14 months	10/11/04	500,000
Certificate of deposit	I	3.00%	1 year	10/09/03	1,110,000
Interest-bearing deposits	B	variable	N/A	N/A	23,294
Interest-bearing deposits	I	1.25%	N/A	N/A	<u>2,402,208</u>
Total General Fund					<u>4,435,492</u>
Group-Self Insurance Fund -					
Interest-bearing deposits	I	1.25%	N/A	N/A	<u>108,922</u>
Advance Deposit Fund -					
Certificate of deposit	R	2.00%	180 days	10/04/03	100,000
Certificate of deposit	M	2.00%	1 year	10/04/03	100,000
Certificate of deposit	M	2.00%	1 year	10/04/03	100,000
Certificate of deposit	H	1.50%	180 days	03/06/03	100,000
Interest-bearing deposits	B	variable	N/A	N/A	<u>1,715,299</u>
Total Advance Deposit Fund					<u>3,715,299</u>
Registry of the Court Fund -					
Interest-bearing deposits	B	variable	N/A	N/A	4,341,345
Interest-bearing deposits	B	variable	N/A	N/A	<u>1,618</u>
Total Registry of the Court Fund					<u>4,342,963</u>
Total - all funds					<u>\$ 12,894,172</u>

Financial Institutions:

- (N) Northern National Bank
- (M) Mid-South Bank
- (I) Texas Bank
- (R) Bayou State Bank
- (B) Bank One